

Questions and Answers, Part 1 – Disadvantaged Business Enterprise (DBE)
Supportive Services

Date: May 31, 2016

Project Number: DBE-FY17(017)/104113-112000

County: Statewide

Project Description: Provide Disadvantaged Business Enterprise (DBE) Supportive Services to assist MDOT in recruitment efforts, training, and technical assistance – Statewide.

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From: Scot Ehr Gott, P.E. – MDOT Director of Consultant Services

Question #1: Are there existing facilities that meet the ADA requirements that can be used as an administrative office for the Supportive Services Program? Or will the selected Consultant be required to procure space?

Answer: The Mississippi Department of Transportation (MDOT) will not provide an office for the consultant.

Question #2: Are there insurance requirements with this RFP?

Answer: Please see “Article X. Insurance” of the “DBE Supportive Service Contract Template” as referenced in the RFP.

Question #3: Is there an estimated budget range for this project?

Answer: MDOT intends to execute a contract in the range of \$250,000 to \$500,000. However, the contract will be subject to federal Funding.

Question #4: How many individuals currently staff the current contract and is that staffing sufficient to achieve said goals?

Answer: Approximately 5-10 employees currently staff the existing contract. Sufficient staffing will depend on the consultant's team.

Question #5: How long has the current consultant's contract been in effect?

Answer: The current contract has been in effect since October 1, 2014.

Question #6: Can a copy of said contract be sent to those requesting it to be used as a resource?

Answer: Existing contracts are made available on Mississippi's Transparency Website. <http://www.transparency.mississippi.gov/searchResults.aspx#>

Question #7: How many counties and municipalities will this RFP cover?

Answer: This is a statewide contract with the MDOT.

Question #8: What infrastructure is in place to accommodate online registrations for trainings, seminars, workshops, communications, and identify potential DBE qualifiers?

Answer: Consultant will be responsible for any infrastructure needed to accommodate any online activities.

Question #9: Are there requirements outside of 49 CFR Part 23 and 26 for firms to perform on contracts in the state of Mississippi that the Consultant will be responsible for making the DBE aware of?

Answer: This contract will require the consultant to assist with the implementation of the DBE Program as outlined in 49 CFR Part 26.

Question #10: Please provide some explanation what the 3% DBE goal mean, i.e. increasing current numbers of DBEs by 3% or 3% of the allocated funding for DBE supportive services? Seeking clarity for resource allocation.

Answer: Please see “Exhibit 10” of the “DBE Supportive Service Contract Template” as referenced in the RFP.

Question #11: Is there a marketing budget allocated to supportive services to reach out to the targeted group? If so, how much?

Answer: There are no additional monies allocated outside the negotiated contract price.

Question #12: How long does it take to get paid upon submittal of an invoice?

Answer: MDOT will pay a consultant in accordance with State Law.

Question #13: Do you have an internal Information Technology Division that can be utilized to support this effort?

Answer: No, MDOT's Information Technology Division does support this effort.

Question #14: What incentives are currently in place to assist DBE firms in their growth continuum (financial reimbursements, computers for DBE use, meeting facility for DBEs)?

Answer: No incentives are provided.

Question #15: Identify additional duties as assigned as stated in #20 on page 16 of the RFP.

Answer: Additional activities could include assisting with special outreach efforts associated with certain projects, DBE activities associated with legislative requests, and other miscellaneous activities.